



# COMMUNITY BOARD ELEVEN

BOROUGH OF MANHATTAN  
1664 PARK AVENUE  
NEW YORK, NY 10035  
TEL: 212-831-8929  
FAX: 212-369-3571  
www.cb11m.org

Nilsa Orama  
Chair

Angel D. Mescain  
District Manager

## Executive Committee Thursday, May 17, 2018, 7:00 p.m. Board Office

### \*\*\* MINUTES \*\*\*

Present: Jose Altamirano, Adem Brija, Judith Febbraro, David Giordano, Lilybelle Gonzalez, Marissa Mack, Nilsa Orama, Xavier Santiago, Jeremiah Schlotman, Ryan Sheffield, Shantal Sparks, Jason Villanueva, Steven Villanueva, Angel Mescain (staff)

Excused: Melanee Farrah, Alex Kohen, Candy Vives-Vasquez

Absent: none

Guests: Ayla Rexroth, Creative Art Works

#### 1. Call to Order

The meeting was called to order at 7.15pm.

#### 2. Adoption of Agenda

A motion to adopt the agenda was made by Xavier Santiago and seconded by David Giordano. The motion passed.

#### 3. Announcements

- a. Nilsa welcomed all of the new chairs to the Executive Committee.
- b. The Executive Committee also congratulated Marissa Mack on her graduation.

#### 4. Discussions & Presentations

- a. Presentation of mural ideas for board office
  - Ayla Rexroth of Creative Art Works presented several mural ideas to the Executive Committee. The Executive Committee offered feedback regarding what they would like to see represented in the mural and suggested that the mural reflect more of the community landmarks. Ms. Rexroth took all suggestions under advisement and stated that she will get back to the committee with updated drawings.
- b. New Member Onboarding process event-finalizing logistics

- The New Member onboarding event was discussed with a tentative date of June 2 between the hours of 1-3. Since Children's Aid will not be available that date, Angel will look into alternative locations.
  - Nilsa also gave an update regarding the newly assigned CB11 members and stated that we are still awaiting appointments of two more members.
  - When asked by Ryan who will be replacing Yiselly Ortiz from the MBP office as Liaison to CB 1, Nilsa mentioned that Lucille will be the temporary liaison until such time that one is assigned to us.
- c. Evaluation of Committee missions-strategic planning for 9/18-6/19
- Nilsa mentioned that need for strategic planning and review of the committee mission statement as stated on the website. She wants the committee chairs to use the mission statement to help guide committee planning for September.
- d. Change of Executive Committee meeting date
- The committee discussed the possibility of changing the Executive Committee meeting date; obstacles to this include the dense meeting schedule in the first two weeks of the month. Conversation will continue as it makes sense to have the Executive Committee meet before the full board.
5. Old Business
- a. Website Biographies
- Nilsa discussed the outstanding biographies by the membership and stated that the community should have an idea of who is representing them. She mentioned that she will compile a list of missing biographies by committee for follow-up by the Committee Chair.
- b. Meeting Minutes
- Nilsa reminded all of the importance of submitting minutes in a timely fashion to ensure that the membership has time to read the minutes before the full board meeting. She suggested that the Chairs consider assigning someone to do minutes starting in September; Ryan suggested that members should rotate doing committee minutes.
- c. Goals and Accomplishments-June 2018
- Nilsa mentioned that for the June full board meeting, that the Chairs take a few minutes to inform the public and other CB members of the committee's work from 9/17 to 6/18.
6. New Business
- a. Topics as suggested by Executive Committee

- Shantal discussed the need for a date for parliamentary training; if a date is not decided by June, the Parliamentary training will be held in September to ensure that new members participate in the training.
- Nilsa stated that she expects the Chairs to help shape the Executive Committee agendas beginning September and stated that the Chairs should consider what presentations and trainings they would like to see and participate in.
- Jason reminded all present about the importance that every committee be in contact with government officials that affect their budget “asks” in order to forge relationships.

#### 7. Executive Session

- A motion to go into Executive Session to discuss sensitive board business was made by Xavier Santiago and seconded by Steven Villanueva. The motion passed.
- After discussion, a motion to come out of Executive Session was made by Steven Villanueva and seconded by Jason Villanueva. The motion passed.

#### 8. Adjournment

A motion to adjourn the meeting was made by Xavier Santiago and seconded by Steven Villanueva. The motion passed and the meeting was adjourned.